



**DEPARTMENT OF CORRECTIONS
MONTANA STATE PRISON
OPERATIONAL PROCEDURE**

Procedure No.: MSP 1.1.1	Subject: PURPOSE, MISSION, & MANAGEMENT PHILOSOPHY
Reference: DOC Policy No. 1.1.1	Page 1 of 2
Effective Date: April 12, 1999	Revision: (new effective date) May 13, 2009
Signature / Title: /s/ Mike Mahoney / Warden	

I. PURPOSE

To communicate the purpose, mission and management philosophy of Montana State Prison.

II. DEFINITIONS

None

III. PROCEDURES

A. Mission Statement

Montana State Prison is dedicated to the protection of the public, employees, and inmates, and to communicate with victims of crime, while providing the opportunity for inmates to make positive changes.

B. Montana State Prison Goals

1. To enhance the safety of the public, employees, and inmates.
2. To gain public trust through openness and responsiveness with particular recognition of crime victims and their families.
3. To reduce the risk that inmates will re-offend and our citizens will be victims of crime.
4. To operate fiscally and legally responsible correctional programs that emphasize inmate accountability and productivity.
5. To provide work and program opportunities based on professionalism, personal responsibility, and respect for each individual.

C. Montana State Prison Objectives

1. Montana State Prison, with input from staff at all levels, and appropriate community and criminal justice agencies, will formulate measurable objectives which contribute to the Prison's ability to operate within the Constitution and State law, support its mission, and achieve its goals. These objectives will be clear, concise, and identify specific dates for implementation.
2. At least once a year, the Warden or designee will review and approve facility objectives. The review will attempt to identify the success of meeting prior objectives, and how meeting the objectives supported Montana State Prison goals.
3. The Warden will maintain necessary operational procedures to ensure functional operations and programs are maintained to direct daily prison operations.

D. Management Philosophy

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1. Montana State Prison is responsible for the management and supervision of adult male corrections programs in the State Prison.
2. The Warden is responsible for the management and supervision of the Prison, and will do so through an organizational structure that delegates responsibility to the Deputy Warden and Managers of the various Prison programs.
3. The Warden and the Deputy Warden will manage and supervise in conformance with, and in support of, the Department of Correction's Mission Statement. In carrying out the Mission of the Prison the following management philosophy and principles will be adhered to:
 - a. The prison will be managed through the use of effective supervision techniques and quality management principles which incorporate team problem solving, employee participation, openness, respect for the chain of command, and the delegation of decision making, authority, and responsibility to the lowest effective level.
 - b. Effective internal and external communication will be emphasized, ensuring accurate and timely consultation with the Warden and adherence to Montana State Prison operational procedures and standards.
 - c. Participatory involvement of staff will be required in all facets of mission and program development.
 - d. Short and long-term objectives will be developed in all programs, and will be considered key elements in determining effective staff performance.
 - e. Montana State Prison will operate within allocated budget limits and will delegate budget management authority to subordinate levels of supervisor/management staff to broaden ownership and accountability for expenditures at all management levels.

IV. CLOSING

Questions concerning this operational procedure will be addressed to the Warden.

V. ATTACHMENTS (none)